



LEDGER
RUTLEDGE &
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CHARTERED ACCOUNTANTS

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We wish to confirm our understanding of the terms of our engagement and the nature and limitations of the services we will provide.

Purpose, Scope and Output of our Engagement

Our firm will provide accounting and taxation services which will be conducted in accordance with the relevant professional and ethical standards issued by the Accounting Professional & Ethical Standards Board Limited (APESB). The extent of our procedures will be limited exclusively for this purpose. As a result, no audit or review will be performed and, accordingly, no assurance will be expressed. Our engagement cannot be relied upon to disclose irregularities including fraud, other illegal acts and errors that may exist. However, we will inform you of any such matters that come to our attention.

Our professional services are conducted and the financial reports and taxation returns will be prepared for distribution to the relevant specific organisation or party for the purpose specified in the report or as agreed. We disclaim any assumption of responsibility for any reliance on our professional services to any party other than as specified or agreed, and for the purpose which it was prepared. Where appropriate, our report will contain a disclaimer to this effect.

Responsibilities

In conducting our engagement, information acquired by us in the course of our engagement is subject to strict confidentiality requirements. That information will not be disclosed by us to other parties except as required or allowed for by law, or with your express consent.

We wish to advise that our firm's system of quality control has been established and maintained in accordance with the relevant APESB standard. As a result, our files may be subject to review as part of the quality control review program of The Institute of Chartered Accountants Australia which monitors compliance with professional standards by its members. We advise you that by accepting our engagement you acknowledge that, if requested, our files relating to our engagement will be made available under this program. Should this occur, we will contact you for your consent.

Clients are required to arrange for reasonable access by us to relevant individuals and documents, and to be responsible for both the completeness and accuracy of the information supplied to us.

Fees

Our professional fee is based on the expected amount of time and the level of staff required to complete the accounting and taxation services as agreed.

Limitation of Liability

Our liability may be limited by a scheme approved under Professional Standards Legislation. Further information on schemes is available from the Professional Standards Councils' website: <http://www.professionalstandardscouncil.gov.au>

Ownership of documents

All original documents obtained from the client arising from our engagement shall remain the property of the client. However, we reserve the right to make a reasonable number of copies of the original documents for our records.

Our engagement will result in the production of financial reports, taxation returns and related documents. Ownership of these documents will vest in you. All other documents produced by us in respect of our engagement will remain the property of our firm.

Self-managed Superannuation Funds

Our firm has an outsourcing agreement with Odyssey Resources Limited (based overseas). Currently, some of our self-managed superannuation funds are processed by Odyssey Resources. We review, finalise and lodge all clients' income tax returns with the Australian Taxation Office.

Our firm monitors the performance and quality of Odyssey Resources assignments in accordance with relevant professional and ethical standards.

Should you prefer your self-managed superannuation fund not to be processed by Odyssey Resources, please contact us and we will arrange for your fund to be processed by our firm's office staff.

Confirmation of Terms

Acceptance of our services in conjunction with this information brochure indicates that you understand and accept the arrangements.

This information will be effective for future engagements unless we advise you of any change.